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*The Title Page (Always on the Right side)...This is where your Book's Title and Pen name will go.*

# *Sample Typeset*

*Times Font,  
Double Spaced, 5.5x8.5*

*By  
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*Book Title*

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*The Copyright page is always on the left.*

*There are usually two blank pages after the Copyright page - so that all of the "front matter" or "front pages" land on the right side of the book.*

*Blank pages do not display page numbers...though the numbers are still implied.*

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*All “Front Matter” or beginning pages before the first chapter are numbered by using Roman Numerals and always start on the right.*

*The images under the Heading are called “glyphs” and are chosen by the typesetter to customize the look and feel of your book.*

## INTRODUCTION



*L*orem ipsum dolor sit amet, consectetur adipiscing elit. Duis porttitor, eros in auctor tincidunt, lectus mi molestie massa, at tempus ante ipsum ac augue. Morbi risus erat, iaculis in pretium sed, suscipit nec dui. Pellentesque varius sodales nisi et volutpat. Nulla aliquam bibendum neque eget suscipit. Maecenas sit amet neque libero. Nam quis odio erat. Sed non tincidunt tellus. Curabitur at diam eget turpis euis suscipit nec dui mod.

*Blank pages keep all “front matter” or pages before the first chapter to the right of the book.*

*Chapter numbers and titles start 3 to 4 spaces down from the top of the page and do not have headers.*

## Chapter 1

# Heading Title One



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*Drop caps are used at the beginning of the first paragraph of each chapter. The font used is chosen by the typesetter to customize each book.*

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*Page numbering begins as Arabic numbers on the first page of the first chapter. Page numbers do not start at "1" but continues numbering from the beginning.*

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***The BOOK TITLE is the left page header and the CHAPTER TITLE is the right page header.***

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## Chapter 2

### Heading Title Two

*An example of a quote or Scripture.*



*Quotes and Scriptures Maecenas condimentum congue mauris, vitae feugiat velit pellentesque non. Integer nec sapien risus. Vestibulum eu lectus erat, nec pulvinar felis.*

*V*ivamus pellentesque tortor ac orci ultricies consectetur. Etiam condimentum urna non odio varius aliquet. Maecenas at risus at urna sodales portitor. Mauris elementum orci quis est congue ut sagittis eros commodum et mollis. Nam eros nec dolor. Duis fringilla mattis neque, et tristique ipsum felis ut orci. Nullam nibh nunc, tristique eu egestas nec, pharetra nec est. Nullam egestas tincidunt tristique. Vivamus non nunc eros. Mauris moles-

*All body chapters, (after chapter one), continue on consecutive pages, unless requested by the author that they all start on the right side.*

tie, nibh eu condimentum lobortis, enim tortor faucibus urna, in condimentum nibh nibh convallis est. Mauris gravida, ligula scelerisque fermentum eleifend, eros arcu condimentum lacus, vitae laoreet sem orci quis purus. Aenean eu quam pharetra odio lobortis ornare quis ultricies risus.

Suspendisse faucibus bibendum justo a volutpat. Morbi aliquam ornare elit, in facilisis tellus gravida non. In a nisl nec odio sodales tincidunt. Vivamus pretium. In hac habitasse platea dictumst. In a nisl nec odio sodales tincidunt. Suspendisse faucibus bibendum justo a volutpat. Morbi aliquam ornare elit, in facilisis tellus gravida non. In a nisl nec odio sodales tincidunt. Vivamus pretium. In hac habitasse platea dictumst. In a nisl nec odio sodales tincidunt. Suspendisse faucibus bibendum justo a volutpat. Morbi aliquam ornare elit, in facilisis tellus gravida non. In a nisl nec odio sodales tincidunt. Vivamus pretium. In hac habitasse platea dictumst. In a nisl nec odio sodales tincidunt. Suspendisse faucibus bibendum justo a volutpat. Morbi aliquam ornare elit, in facilisis tellus gravida non. In a nisl nec odio sodales tincidunt. Vivamus pretium. In hac habitasse platea dictumst. In a nisl nec odio sodales tincidunt.



In a nisl nec odio sodales tincidunt. Fusce quam magna, ullamcorper ac posuere quis, scelerisque ullamcorper ac posuere quis, scelerisque ut quam. ut quam.

*An example of a bulleted list*

Morbi consectetur metus id ipsum tincidunt eu  
ous mi fermentum.

- Praesent sollicitudin nisi, a eros tempus in.
- Suspendisse ac tortor leo, et placerat leo.
- Sed placerat dui sed nisi pulvinar congue.
- Sed et velit purus, nec viverra nibh.
- Donec ac nisi eu dui vulputate tincidunt.
- Vivamus sit amet neque vel tortor bibendum aliquam.
- Vestibulum vehicula felis.
- In vel arcu in eros volutpat gravida.
- Mauris ultricies condimentum.
- Sed placerat dui sed nisi pulvinar congue.
- Sed et velit purus, nec viverra nibh.
- Donec ac nisi eu dui vulputate tincidunt.
- Vivamus sit amet neque vel tortor bibendum aliquam.
- Sed placerat dui sed nisi pulvinar congue.
- Sed et velit purus, nec viverra nibh.

Suspendisse faucibus bibendum justo a volutpat. Morbi aliquam ornare elit, in facilisis tellus gravida non. Fusce quam magna, ullamcorper ac posuere quis, scelerisque ut quam. In a nisl nec odio sodales tincidunt. Vivamus elementum semper pretium.

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(short sides on the left and right)*

**Landscape images may need to be reduced  
or cropped to fit within margins.**



*Example of a portrait-oriented image:  
(short sides on the top and bottom)*

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